

**BUTTE COUNTY  
CHILDREN AND FAMILIES COMMISSION  
Friday, October 1, 2004  
Special Meeting Minutes**

Held at the Mira Loma Drive county offices, the meeting was called to order at 12:00 PM.

Item 1: Introductions

Commissioners present: Pat Cragar, Jeff Fontana, Mark Lundberg, Karen Marlatt, Linda Moore, Gene Smith  
Alternates: Yvonne Nenadal, Mary Neumann  
Commissioners absent: Sandra Machida, Jane Dolan and Phyllis Murdock  
Staff present: Susan Billings, Anna Dove, Cheryl Giscombe and Eva Puciata  
Staff absent: Bobbi Dunivan

Also present were: Carol Roberts and Mark Richmond

Karen Marlatt opened the meeting, foregoing introductions, as all present were familiar with one another. She thanked everyone for making time in his or her busy schedules to attend the special meeting and clarified that this meeting did not take the place of the special meeting scheduled for October 12, 2004, which was intended to review and approve the Annual Report and Audit. The October 1, 2004 meeting was scheduled for Commission consideration of a proposed increase in Commission matching funds for the Special Needs Initiative application, due on October 4, 2004.

Item 2:

Karen Marlatt recused herself from this discussion item and Chairmanship was turned over to Vice Chair Linda Moore.

At the September 17, 2004 Commission meeting, a motion was passed to commit \$200,000.00 in Commission funds - \$50,000.00 per year for four years - to the Special Needs Initiative Project. It was subsequently discovered that those programs committing funds to the project would expire in three years, leaving a funding deficiency for year four.

Cheryl Giscombe presented background information. A group of community partners met on Monday, September 27, 2004 to address some of the issues brought up during the September 17, 2004 Commission meeting. One of the issues discussed was obtaining commitments of support from the involved school districts. Superintendent Bob Keester/Chico Unified School District has agreed to sign a Memorandum of Understanding (MOU) and agreements with Dr. Donald Remley/Oroville Unified School District and Thermalito Unified School District Superintendent Greg Kamph are being pursued. Partners discussed possible names for the project, and agreed on simply the 'Special Needs Project'. Cheryl took a moment to thank several people for their efforts to get the Project under way: Carol Roberts, Mark Richmond, Karen Marlatt, Linda Moore, Heather Senske and Staci Howell have all taken a lead in getting the application logistics together in a very short time.

Carol Roberts shared information about committed funds for the Project. BCDPH- Dental Project, CSUC, VOCS, NVCSS, Youth For Change, Enloe and BCCFC have all committed funds, based on services they are already providing or will be providing to special needs children in catchment areas (service provision matches). BCDPH Breastfeeding Center and Skyway House are pending commitments, as well. There will be some matching funds through Esplanade House, but they are still in the process of determining their commitment and it will only be for the first year (as they are only funded for one year through the Commission). PEN was unable to offer new money matching funds, but did provide a letter of support.

The total amount of committed funds thus far is \$849,997.00 and the State's maximum match is \$100,000.00, leaving the Project \$150,003.00 short of fully maximizing the match offer. It was suggested to round up the requested dollar amount to \$151,000.00. Eva Puciata provided two options for designating Commission funding for the fourth year of the project. Under option one, the \$200,000.00 already allotted would come from the Commission's Special Fund for FY 04-05, 05-06, 06-07, and 07-08, and \$151,000.00 would come from the Fund Balance in FY 07-08. Under option two, the \$200,000.00 already allotted would come from the Commission's Special Fund for FY 04-05, 05-06, 06-07, and 07-08, and \$151,000.00 would come from the Funds Available for Grants, Programs, Initiatives in FY 07-08.

**Gene Smith made a motion to fund option one as presented by staff, taking up to \$151,000.00 from the Fund Balance to fund the Special Needs Project (in addition to those funds committed at the September 17, 2004 Commission meeting for a total Commission contribution of \$351,000.00), should we be chosen as a project site. Mark Lundberg seconded the motion. The motion passed unanimously.**

The meeting adjourned at 1:05 P.M.

Minutes by Susan Billings  
Administrative Assistant  
Approved November 19, 2004